

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
April 29, 2020 – 4:30 p.m.
Meeting conducted telephonically

Board Members Present:

William Droste, Rosemount
Gene Abbott, Savage
Clint Hooppaw, Apple Valley
Chris Gerlach, Dakota County
Jon Ulrich, Scott County
Dan Kealey, Burnsville
Kevin Burkart, Prior Lake
Gary Hansen, Eagan
Jay Whiting, Shakopee

Others Present:

Luther Wynder, MVTA
Heidi Scholl, MVTA
Richard Crawford, MVTA
Steve LaFrance, MVTA
Aaron Bartling, MVTA
Tyre Fant, MVTA
Nene Israel, MVTA
Ben Picone, MVTA
Samantha Porter, MVTA
Dan Rudiger, MVTA
Susan Borgerson, MVTA
Kristi Sellwood, MVTA
Bill Forbord, Schmitt and Sons
Connie Massengale, Schmitt and Sons
Josh Feldman
Jenni Faulkner
PeggySue Imihy
Jim Strommen, legal counsel

I. Call to Order

The meeting was called to order at 4:32 p.m. by Chair Clint Hooppaw. A quorum was present.

II. Approval of Agenda

A motion by Jay Whiting and seconded by Gary Hansen to approve the agenda. The Agenda was approved unanimously.

III. Public Comments

There were no public comments.

IV. Consent Agenda

A Motion by Dan Kealey and seconded by Hansen to approve the Consent Agenda. Hansen noted that the minutes should be amended to note he was not in attendance at the January board meeting. A roll call vote was taken.

Hooppaw – Aye	Abbott – Aye	Burkart – Aye
Kealey – Aye	Gerlach – Aye	Droste – Aye
Hansen – Aye	Whiting – Aye	Ulrich – Aye

V. Old Business

None

VI. New Business

A. Burnsville Bus Garage Facility Improvements – Phase I Contract

MVTA Director of Administration Heidi Scholl provided a report on request for a contract for work on Burnsville Bus Garage improvements. Scholl said the work would be a continuation of work that began last summer to update the facility.

MVTA Facilities Manager Steve LaFrance said the work would be above ground on the west side of the building and include sand blasting and masonry upgrades.

MVTA issued a request for bids on the work on Feb. 18, 2020, and received three bids. Staff recommended awarding the contract to Cy-Con, Inc. -- the lowest responsive – responsible bidder in the amount of \$375,970.

The consultant on the project, Braun Intertec, along with LaFrance, vetted questions with Cy-Con, Inc., and the recommendation was to move forward. MVTA is requesting change order approval, up to \$50,000 and accumulative of \$100,000, be delegated to MVTA’s Chief Executive Officer.

A Motion by Whiting and seconded by Gene Abbott to approve the contract. A roll call vote was taken.

Hooppaw – Aye	Abbott – Aye	Burkart – Aye
Kealey – Aye	Gerlach – Aye	Droste – Aye
Hansen – Aye	Whiting – Aye	Ulrich – Aye

VII. Committee Reports

A. STA

Luther Wynder, MVTA Chief Executive Officer, provided an update on the April 13 Suburban Transit Association meeting. The focus of the meeting was reviewing COVID-19 issues and ridership effects. Members discussed innovative solutions to the current crisis as well as how stimulus funding will help agencies moving forward.

VIII. Board and Staff Reports

A. Ridership Update

Planning Manager Aaron Bartling gave an update on first quarter ridership, which was down 13.3 percent from 2019 primarily due to the COVID-19 health crisis. Bartling noted that ridership was up year-over-year in January and February but dropped significantly with shelter-in-place orders.

Express ridership was down by as much as 97 percent as a result of people staying at home and local ridership was down 73 percent.

B. Coronavirus Update

Luther Wynder, MVTA Chief Executive Officer, gave an update on MVTA's response to the COVID-19 health crisis. On March 27, President Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act into law. The CARES Act provides emergency assistance and health care response for individuals, families and businesses affected by the COVID-19 pandemic and provide emergency appropriations to support Executive Branch agency operations during the COVID-19 pandemic.

The Federal Transit Administration (FTA) is allocating \$25 billion to recipients of urbanized area and rural area formula funds, with \$22.7 billion to large and small urban areas and \$2.2 billion to rural areas. Funding will be provided at a 100-percent federal share, with no local match required, and will be available to support capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19.

Operating expenses incurred beginning on Jan. 20, 2020 for all rural and urban recipients, even those in large urban areas, are also eligible, including operating expenses to maintain transit services as well as paying for administrative leave for transit personnel due to reduced operations during an emergency.

The CARES Act funding for Regional Urban Transit coming to the Metropolitan Council is \$226 million; \$12 million allocated to regional providers and \$214 million allocated to Metropolitan Council services. MVTA's appropriation is \$6.1 million.

MVTA, along with other regional providers, opted into the Metropolitan Council's FTA regional application submission, which took place on Friday, April 17.

On a staff level, MVTA continues to record COVID-19 expenses and procure these expenses in accordance to federal guidelines. Contracts executed prior to Jan. 1, 2020, regardless of whether those contracts met federal procurement requirements when awarded, are an eligible CARES Act expense under the authority of the Emergency Relief Program.

MVTA is operating under Phase 4 of our Pandemic Plan; public transit service was deemed essential under the governor's shelter-in-place order so MVTA continues to operate a reduced weekday and regular weekend schedule (holiday schedule).

MVTA has implemented a variety of measures to promote safety of riders and staff, including:

- In accordance with guidance from the state of Minnesota, all MVTA transit stations and park and ride facilities were locked and closed to limit public congregating (started on April 1, 2020). Free parking areas remain open at all facilities along with other public amenities, including benches and awnings.
- MVTA has adopted recommendations from the Center of Disease Control (CDC) on enhanced cleaning, sanitizing, and disinfecting procedures. MVTA also has exceeded those recommendations by implementing a second stage disinfectant and additional cleaning.
- MVTA, along with Russell/Herder, is working on a 'Welcome Back' marketing campaign that will continue to highlight safety and sanitation efforts we have undertaken to protect customers and employees.

IX. Adjournment

A Motion was made by William Droste and seconded by Kealey to adjourn the meeting at 5:14 p.m. The motion passed unanimously.

Minutes Prepared by: Richard Crawford

Next Regular Meeting Scheduled Wednesday, June 17, 4:30 p.m., at Burnsville Bus Garage, 11550 Rupp Drive, Burnsville, MN. All regularly scheduled Board meetings will be held on the **FOURTH** Wednesday of the month at the posted time and location unless otherwise notified.

Approved by: _____

Date: _____